

**Research and Evaluation
Meeting Notes
February 13, 2004**

Attendance

Doug Christensen, Ronald Harichandran, Tom Kellogg, Starr Kohn, Kris Mattila, Lucinda Means, James Natschke, Calvin Roberts, John Staton, Gary Taylor, Mumtaz Usmen, Donald Cameron, Irene Porter, Theresa Petko, and Candice Andre.

**Meeting
Overview**
(25 words or less)

Theresa Petko, moderator, passed the role of moderator to Mumtaz Usmen. Implementation Plan brainstorming resulted in the need to create Michigan Transportation Research Advisory Committee and focusing on 1 specific action item in future meetings to provide a finished, polished plan to present to the transportation community.

Meeting Notes

1. Transition of moderator's role from Theresa Petko to Mumtaz Usmen.
2. Review of January 23, 2004 meeting notes.
3. Video conferencing is available at MSU with 35 spaces in a classroom setting (\$95/hour) and 15 spaces in a conference room setting (\$60/hour). FHWA has video conferencing, but not sure of the costs, etc.
4. Research Implementation plan will be handled by the group as a whole as opposed to sub groups.
5. Action Team's purpose as a whole is as an advisory team to MDOT and the transportation community in the research field. Role is to identify mechanisms for the transportation community to discuss and research (what has been done and what needs to be done).
6. One major focus of the Action Team is to create a Michigan Transportation Research Advisory Committee. The model for the Virginia Research Institute will be looked to as a model in developing the concept.
7. Communication is a part of all action items in the implementation plan.
8. Research in MDOT has shifted to universities, but at the moment there is a disconnect between the two. Communication needs to be recaptured between the two.
9. Need to go beyond Michigan for models to structure after. Minnesota has a strong research-based structure.
10. Must remember that the action items consider all modes of transportation. If any of the goals need modification, it is the committee's responsibility.
11. Over time the committee should come up with broad categories (comfort, safety, efficiency, etc.) to help manage the large body of knowledge.

12. Discuss definitions of planning vs. research. Amount of federal money is already being captured. MDOT will have to be more proactive to receive more money. Line items are up to legislative debate, so educating the legislation on the importance of research is a major component.
13. Linking all the implementation action items together will achieve the most productive result.
14. Need continuity and sustainability of system to keep research running.
15. Each future meeting will be directed to one action item in the implementation plan.
16. Allocation of dollars is important in what research is considered to be the most important.
17. Post meeting critique: Attendees are optimistic and believe the meeting was constructive. Email suggestions and concerns are always welcome.

Action Items

18. Gary Taylor will make a contact with MDOT to pursue the video conferencing.
19. Attendees will look into other states for model structures in research (ex. Minnesota).
20. Don Cameron will pull national peer reviews of research for other states (4-5 states, including Michigan).
21. Gary Taylor will find out about the initiative proposed approximately 18 months ago between the automotive industry and transportation industry.
22. Attendees will check into research that has helped Michigan in the past (LTAP).
23. Mumtaz Usmen will email the post-meeting draft implementation plan to attendees before the March 8th meeting.
24. Don Cameron will try to get the charter for the Virginia Research Institute.
25. Agenda will be sent to attendees 1 week in advance of next meeting.
26. Attendees that need to present findings will email Mumtaz Usmen so he can allocate time at next meeting.
27. Find out what Michigan Transportation Commission has already implemented for research.
28. Lucinda Means will research the 5-year plan to find what the possible role of the Michigan Transportation Commission will be in the partnership.

Proposed Agenda Topics For Next Meeting

1. Summary of February 13, 2004 meeting.
2. Summary of moderator's meeting from March 4, 2004.
3. Allocate time for each agenda item.
4. Present peer reviews of other state's research.
5. Review and focus on Implementation Action Item #3.
6. Specify stakeholders in the partnership.

* Mumtaz Usmen will complete specific agenda items after meeting review.

**Next Meeting
Dates**

1. Monday, March 8, 2004 at 8:30 am. Tentatively scheduled for Aeronautics Building.
2. Thursday, March 25, 2004 at 8:30 am.
3. Friday, April 16, 2004 at 8:30 am.